

**SPECIAL NOTICE OF A SPECIAL MEETING
OF THE COVINGTON BOARD OF ARCHITECTURAL REVIEW AND
DEVELOPMENT**

As a result of the state of emergency declared by the President of the United States, Governor of Kentucky, and Mayor of the City of Covington due to the global COVID-19 pandemic, and in accordance with recommended and mandated precautions related thereto, 2020 KY SB150, Kentucky Opinion of the Attorney General 20-05, and other applicable Kentucky laws, the following Meeting Notice is issued:

The undersigned, as the Chair of the BOARD, hereby gives notice to all members of the Board of Architectural Review and Development (BOARD) and the public that the regular meeting of said BOARD will be held on Wednesday, April 20, 2022 at 5:00 p.m. and will be a video teleconference meeting per KRS 61.826. Members of the BOARD may participate via Zoom. The agenda is attached hereto.

Per KY Attorney General Opinion 20-05, **physical public attendance will not be permitted** at this meeting because, due to the highly contagious nature of COVID-19, it is not feasible for the City to provide a primary physical location for public viewing. Permit applicants and members of the public may participate in the meeting via Zoom in accordance with the meeting procedures attached hereto.

The meeting will be streamed live by the Telecommunications Board of Northern Kentucky (TBNK) website at the following link: www.bit.ly/3cfHbCK and available the next day for On-Demand viewing at www.tbnk.org.

Public participation in the meeting is available via Zoom. You may request the link for the meeting by contacting Kate Donnelly at KDonnelly@covingtonky.gov.

Please see the attached Executive Order (2020-EO-14) and www.covingtonky.gov for additional information.

WITNESS my hand and seal of said City this 8th day of April 2022.




Elzie Barker, Chair

NOTICES SENT VIA ELECTRONIC MAIL TO:

- The Kentucky Enquirer - Scott Wartman - swartman@nky.com
- River City News, Attn: Michael Monks - mamonks@gmail.com
- Rick Hines rhines@usnation.com
- NKY Tribune – Judy Clabes - news@nkytrib.com
- WCPO - pat.lafleur@wcpo.com
- Ryan Clark - ryan.clark@uky.edu
- The Enquirer - Rachel Berry rberry@gannett.com

Sent the _____ day of _____, 2022, at approximately _____.



Board of Architectural Review and Development (BOARD)
Meeting Agenda
Wednesday, April 20, 2022 at 5:00pm
Location: Remote via Teleconference

The link to the teleconference is available by emailing your name and address to the Administrative Assistant Kate Donnelly at KDonnelly@covingtonky.gov no later than noon the business day immediately before the day of the hearing.

A. Call to Order

B. Roll Call

C. Minutes of Meetings

1. 3/16/2022 BOARD Public Hearing

D. Public Hearings

1. **Case No:** 2022-0036

Application Type: Certificate of Appropriateness

Applicant: Mark Dierkers Architecture

Location: 730 Philadelphia Street

Request: Construction of new three-story lot-line dwelling with attached garage

2. **Case No:** 2022-0109

Application Type: Conditional Use Permit

Applicant: Jonathan Gray

Location: 917 Main Street

Request: Conditional use permit for a three-unit Short-Term Rental (Non-Host Occupied)

3. **Case No:** 2022-0112

Application Type: Variance

Applicant: Tyler Watkins

Location: 525 Scott Street

Request: (1) Variance to reduce minimum required setback between parking area and Scott Boulevard from 30' to 13'; (2) Variance to reduce minimum required setback between parking area and West 6th Street from 30' to 12' 3"

4. **Case No:** 2022-0119

Application Type: Conditional Use Permit

Applicant: Thomas McClanahan

Location: 210-212 Wright St.

Request: Conditional use permit for a four-unit Short-Term Rental (Non-Host Occupied)

5. **Case No:** 2022-0140

Application Type: Certificate of Appropriateness; Variance

Applicant: Orleans Development

Location: 1034, 1038-1040 Jackson Street; 1109, 1111-1115, 1117 Locust Street

Request: (1) Certificate of Appropriates to construct a two-story series of six townhouses with rear yard off street parking; (2) Variance to reduce minimum required setback between parking area and Jackson Street from 30' to 3'; (3) Variance to reduce minimum required setback between parking area and Locust Street from 30' to 2'

6. **Case No:** 2022-0146
Application Type: Certificate of Appropriateness
Applicant: Orleans Development
Location: 314, 316, and 318 Orchard Street
Request: Certificate of Appropriates to construct a two-story series of four townhouses

E. New Business

1. BOARD Elections
2. In-person BOARD hearings starting with May hearing
3. H.B. 55 Training: Short-Term Rentals

F. Staff Certificate of Appropriateness (COA) Approvals (listed by application number)

- 2020-0218: 510 West 7th Street – addition (re-issued)
- 2022-0030: 810 Philadelphia Street – siding, windows, doors
- 2022-0080: 829 Madison Avenue – paint
- 2022-0082: 322 Greenup Street – addition, awnings, paint, windows, doors
- 2022-0089: 401 Madison Avenue – storefront
- 2022-0091: 955 Philadelphia Street – siding
- 2022-0093: 603 Greenup Street – signage
- 2022-0095: 108-114 West Pike Street – lighting, mural
- 2022-0099: 512 West 8th Street – siding
- 2022-0103: 15-17 West Pike Street – signage
- 2022-0110: 1110 Holman Street – fence
- 2022-0111: 637 Bakewell Street – roof
- 2022-0115: 726-728 Greenup Street – signage, storefront
- 2022-0120: 623 Bakewell Street – paint
- 2022-0129: 831-835 Madison Avenue – roof
- 2022-0139: 229 Covington Avenue – roof

Calendar Notes	
Public Hearing Date	Application Deadline
Wednesday, May 18, 2022	4:30pm on Monday, April 18, 2022
Wednesday, June 15, 2022	4:30pm on Monday, May 16, 2022



OFFICE OF THE MAYOR CITY OF COVINGTON

Joseph U. Meyer
Mayor

Covington City Hall
jumeyer@covingtonky.gov

EXECUTIVE ORDER CITY OF COVINGTON, KENTUCKY

EXECUTIVE ORDER NO. 2020-EO-14

CITY AGENCY (NON-BOARD OF COMMISSIONERS) MEETINGS

WHEREAS, on March 19, 2020, Mayor Joseph U. Meyer signed Executive Order 2020-EO-01, declaring a state of emergency in the City of Covington due to the outbreak of COVID-19 virus, a public health emergency; and

WHEREAS, applicable Kentucky laws authorize a mayor to exercise emergency powers to efficiently and effectively provide for the health, safety and welfare of citizens; and

WHEREAS, the City Manager previously wrote that all meetings of City boards, committees, panels, and task forces were suspended during the COVID-19 health crisis in a memo circulated to City staff dated March 13, 2020; and

WHEREAS, 2020 KY SB150 was recently adopted, and it provides alternative procedures for conducting public agency meetings notwithstanding KRS 61.826 during this public health emergency; and

WHEREAS, Covington Executive Orders 2020-EO-03 and 2020-EO-12 provide information and directives for City Board of Commissioners meetings during the COVID-19 health crisis; and

WHEREAS, in accordance with recent directives to reduce the spread of the COVID-19 virus, all City of Covington Board of Commissioner meetings are being conducted via video teleconference; and

WHEREAS, City staff have determined it may be necessary to move forward with meetings for certain City boards, committees, panels, and task forces during this health crisis, and that the procedures and precautions used for City Board of Commissioners meetings provide a good example of how public meetings can proceed; and

WHEREAS, certain City boards, committees, panels, and task forces will be able to hold meetings remotely via video teleconference if certain procedures are followed for any essential items upon approval by the City Manager.

NOW and therefore, I, Joseph U. Meyer, pursuant to the authority vested in me as Mayor of the City of Covington, Kentucky by KRS Chapter 39A, KRS 39B, and in furtherance of the declaration set forth in Executive Order 2020-EO-01, hereby order:

- No City board, committee, panel, or task force shall meet on any non-essential matters during the current COVID-19 health crisis.
- Any City board, committee, panel, or task force, except the City Board of Commissioners, ("City Agency") that demonstrates a need to hold a remote meeting may be permitted to move forward upon approval to proceed given by the City Manager. Each City Agency that requests the ability to hold a remote meeting should make a request to the City Manager through the appropriate department director for the department that provides staff support to the City Agency. The City Manager shall make a determination of whether the City Agency must meet to discuss or take action on essential business.
- All City Agency meetings shall be closed to the public, but the public may access the meetings as detailed below.
- Any news media representatives may not attend the meetings in-person, but may access the meetings as detailed below.
- Each meeting will be broadcast live through the TBNK's cable and streaming outlets and available at:

<https://tbnk.vod.castus.tv/vod/?nav=programs%2FCity%20of%20Covington>

<https://www.covingtonky.gov/government/mayor-commissioners>

(click on "latest videos" just under the photos of the commissioners)

Fioptics channel 815

Spectrum Channel 203

- Any City Agency meeting that is a regularly scheduled meeting must be noticed specially in accordance with applicable Kentucky law. Any City Agency meeting that is not regularly scheduled must be noticed as a special meeting of the City Agency in accordance with applicable Kentucky laws. City staff and legal counsel for City Agencies will provide guidance on appropriate meeting notices.
- During any meeting conducted under this Order the meeting shall be suspended in the event of any interruption in the video or audio broadcast.
- Public comments will still be accepted for City Agency meetings and hearings. Members of the public may submit their comments by emailing comments to the City Clerk Maggie Nyhan <MNyhan@covingtonky.gov> no later than noon on the day immediately before the day of a meeting. For example, public comments for a meeting on a Wednesday must be submitted no later than noon on Tuesday.

- Any members of a City Agency joining at one location during the broadcast of a meeting shall take all steps to remain the minimum recommended six (6) feet of social distancing.
- All members of each City Agency and necessary staff will attend the meeting via video teleconference rather than in-person.
- All meeting agenda and backup materials will be made available to the public on the usual schedule in accordance relevant City Agency rules, regulations, and past practices.
- The City Clerk, or appropriate City Agency member, shall include in all notices of the meeting notification in a prominent location that due to COVID-19 and the declared state of emergency that the meeting is closed to personal attendance by members of the public and is accessible for remote observation by members of the public through live streaming and the TBNK outlets listed above.
- The secretary of each City Agency shall memorialize the notification in the meeting minutes.

This Order shall remain in effect until terminated by the issuance of another Executive Order when I determine that a state of emergency no longer exists and the exercise of extraordinary measures are no longer required for the protection of the public health, safety and welfare.

THIS ORDER IS EFFECTIVE APRIL 17, 2020 AND SHALL REMAIN IN EFFECT UNTIL RESCINDED BY EXECUTIVE ORDER.

Signed on this the 17th day of April, 2020,

Joseph U Meyer
Joseph U. Meyer, Mayor

Attest:

Carolann Baughman

Carolann Baughman,
Notary Public-Kentucky
State-At-Large

4/17/2020
Date

